

California Biodiversity Council

Design Team | March 15, 2017

Meeting Highlights

ACTION ITEMS

- **STEPHANIE** to incorporate input from Design Team into the Main Meeting agenda, the IRCAD Demo agenda, and the Field Trip Locations table, then send out to the Design Team for review.
- **DESIGN TEAM** to populate the Field Trip Location table and review the revised Main Meeting agenda and IRCAD Demo agenda; then send input to **KAMYAR and STEPHANIE**.
- **KAMYAR and STEPHANIE** will consolidate input and provide revised documents for review and discussion at the next Design Team conference call.
- **STEPHANIE** to help schedule next Design Team conference call (late March/early April).

MEETING HIGHLIGHTS

Administrative Updates

- **Contracts.** CNRA contract sent to CCP for CSU Sacramento Contracts review/approval. BLM seeking purchase order approach.

Planning Next CBC Meeting – Process for Agenda Development

- **Three meeting components.** Kamyar and Stephanie divided the CBC agenda into three possible components: 1) Main Meeting, 2) IRCAD demo, and 3) Field Trip, to enable the Design Team to “mix-and-match” to assemble possible CBC agendas. Based on input at the previous Design Team and IAT meetings, Kamyar and Stephanie developed draft agenda outlines for the Main Meeting and the IRCAD demo and developed a table that listed the field trip location suggestions and planning considerations.
- **Next process steps for agenda development.** Objective is for the Design Team to provide enough input and feedback for Kamyar and Stephanie to assemble one or more draft agendas for the Executive Committee to discuss and provide recommendations to the Co-Chairs.

CBC Agenda Component – IRCAD Demo

- **Objective of the IRCAD demo.** Help people become more familiar with the available IRCAD tools and information. Will help lead to CBC members moving forward in a more consistent way (e.g., using common or aligned methods for organizing information for RCAs).
- **Demo duration.** Assume about 3 to 3.5 hours for the entire IRCAD Demo. Duration for each specific demo is unknown.
 - Suggestion: Record and post demos online. Additional demo recordings can happen before and after the CBC meeting too.
- **Hands-on experience.** Demo is not meant to be hands on (e.g., everyone will not have a personal computer to try and apply the IRCAD approach to their specific projects). The demo will use Data Basin to present the structure for conducting RCAs and focus on particular RCA activities (e.g., exploring different datasets for an RCA).
 - Suggestion: For a more hands-on experience, set up two computer stations staffed by IRCAD experts to help attendees explore IRCAD. Attendees can visit the stations during the meeting breaks, lunch, etc.

- **Sequence of Demo and Main Meeting.** The Design Team did not decide whether the demo should occur before or after the meeting.
 - If the demo occurs after the meeting, then attendees will have already received foundational information on IRCAD during the Main Meeting presentations. If there are the IRCAD computer stations, the Main Meeting presentations will need to provide sufficient context for the purpose of the computer stations.
- **Targeted Audience.** The targeted audience is the program / project managers; policy leaders are less likely to attend. The Main Meeting presentation on IRCAD will be high level and focus on IRCAD outcomes; the IRCAD demo will delve into the “how” with detailed walk-throughs.
- **Activity for Policy Leaders.** Suggestion: If the meeting is outside of Sacramento, policy leaders and program/project managers will likely carpool, so perhaps we should provide an activity for the policy leaders simultaneously as the IRCAD demo.

CBC Agenda Component – Main Meeting

- **CBC Organization Charter.** The charter will combine information from past CBC documents (CBC MOU, resolutions, etc.) into one document and outline the new administrative processes with CCP’s support. The Executive Committee and Co-Chairs will have the opportunity to review it beforehand, so adoption of the new charter is primarily a process formality.
- **Small Group Discussions.** The discussion questions in the small group discussions may not be appropriate. The IRCAD work plan outlined specific steps; it would be more beneficial if the small group discussions focused on those specific steps.
 - Suggestion: Denny to present IRCAD work plan update at next IAT meeting.
 - Plenary should occur after lunch to encourage people stay through whole meeting.
- **Conservation Updates.** Broadened the scope for the “IRCAD Progress Update” to “Conservation Updates.” AB 2087 will presented separately from WCB and IRCAD. IRCAD should be the last presentation of the updates. The IRCAD presentation will mention which aspects of IRCAD will be supported by AB 2087 implementation, and how WCB has provided funding to implement IRCAD demo projects.
 - A future IAT meeting can help identify what to include in the Conservation Updates that would be of high interest to CBC members.

CBC Agenda Component – Field Trip

- **Connection to Main Meeting.** Challenging to determine the Main Meeting content without knowing if there will be a field trip and its location. If there is a field trip, it would make sense for the Main Meeting presentations and/or small group discussions relate to the field trip. The two are inextricably intertwined, but the Design Team can still provide as much information as possible to the Executive Committee to help them make recommendations to the Co-Chairs.
- **Consolidating locations.** The Design Team consolidated the suggested locations to general regions: Central Coast, Mojave, San Joaquin Valley, and Central Sierras. The group decided northern California did not meet the general criteria for field trip candidates at this time.
- **Criteria.** The Design Team decided they need to agree on the specific criteria for field trip locations (e.g., what would motivate people to attend?) before delving into the logistics details (venue opportunities, hosts, etc.).
- **Possible Purposes.** The Design Team identified two major possible purposes for the field trip: 1) Present the “problem” to demonstrate *why* we need to use the IRCAD approach; 2) Present the potential

“solutions” to demonstrate what we have been able to do with the IRCAD approach and how. Both have value and different sites within a region can serve one or both of these purposes.

- **Other field trip design considerations.** The Design Team identified addition options to consider for the field trip design:
 - Develop posters for other regions or sites that the field trip could not visit. Present posters at the networking dinner.
 - Have future CBC meetings or field trips focus on sites or regions that members could not visit this time around.
 - Separate the field trip from the main meeting (by a couple weeks or months) to relieve pressure to plan for both.

Attendees

In Person: Kamyar Guivetchi, Denny Grossman, Bruce Gwynne, Ted Frink, Stephanie Horii

Teleconference: Don Yasuda, Miriam Morrill